



**STATE OF WASHINGTON  
DEPARTMENT OF SOCIAL AND HEALTH SERVICES**

May 2004

Dear Licensed/Certified Child Care Providers:

RE: Working Connections Child Care (WCCC), Chapter 388-290 WAC

Many changes were made to the WCCC rules that are effective May 28, 2004. Most of the changes will not affect your service to families or subsidy payments. You can view all the changes at <http://www1.dshs.wa.gov/esa/dccel/policy.shtml>. Below are some of the changes that may be of interest:

**388-290-0055 If I am not working or in an approved activity right now, can I get WCCC benefits?**

- When a consumer is approved for days before an activity starts or after it ends, the child must attend in order for a provider to bill for payment.

**388-290-0105 How do I reapply for WCCC when my eligibility period is ending?**

- Consumers must reapply for child care benefits before their eligibility end date.

**388-290-0190 What does the WCCC program pay for and when can the program pay more?**

- Clarifies the provider must charge separately for more than 10 hours of care for WCCC to authorize more than the standard rate.

**388-290-0225 What is the additional subsidy daily rate for children with special needs in a licensed or certified child care center or DSHS contracted seasonal day camp?**

- Clarifies what a provider must do in order to be approved for more than the standard special needs rate.
- Clarifies who can provide one-on-one care to a child with special needs.

**388-290-0247 When can the WCCC program authorize payment for field trip fees?**

- 'Activity fee' is changed to 'field trip' fee. The fee can cover cost of admission and transportation (not to include the provider's gas and insurance) for off-site events, and the cost of hiring a non-employee to give an in-house field trip activity. The fee is reimbursed for children ages three or older.

**388-290-0260 Do I have the right to ask for a hearing about my WCCC benefits and how do I ask for one?**

- A provider has 28 days from overpayment date decision to request a fair hearing per RCW 43.20B.675.

**388-290-0273 When would my provider be assessed an overpayment?**

- Clarifies an overpayment can be processed if attendance records are not maintained as required per WAC's 388-295-7030, 388-155-460, and 388-151-460.

- A provider has a maximum of 14 days to give the worker the information requested when an overpayment is being established.

The rules become effective May 28, 2004. Workers will implement the rules that apply when a consumer applies, reapplies or changes are made to the case.

Field trip fees currently authorized for a child under the age of three will be terminated by June 30, 2004. If you bill a field trip fee after June 30, 2004 for a child under the age of three an overpayment will be processed.

If you have any questions regarding these changes, please contact DCCEL at <http://www1.dshs.wa.gov/esa/dccel/contactdccel.shtml>.

Sincerely,

A handwritten signature in black ink that reads "Rachael". The signature is written in a cursive, flowing style.

Rachael Langen, Director  
Division of Child Care and Early Learning

cc: Carla Gira  
DCCEL Field Managers  
DCCEL Licensors  
DCCEL Policy Unit  
DCCEL Quality Improvement and Training unit